



Work Instruction

DIRECTIVE NO. 840-WI-8072.1.1B
EFFECTIVE DATE: July 22, 2003
EXPIRATION DATE: July 22, 2008

APPROVED BY Signature: Original Signed By
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Responsible Office: 840/Range and Mission Management Office

Title: Severe Weather Notification

PREFACE

P.1 PURPOSE

The purpose of this document is to provide instruction to the Wallops Flight Facility (WFF) Weather Office for notifying personnel of impending severe weather conditions.

P.2 APPLICABILITY

This document applies to WFF launches and day-to-day operations.

P.3 REFERENCES

- a. NPG 8715.2, NASA Emergency Preparedness Plan Procedures and Guidelines
- b. 803-WI-8072.1.2, Sounding Rocket Operations Under Threat of Electrical Storm
- c. RSM 2002, Range Safety Manual for Goddard Space Flight Center/Wallops Flight Facility

P.4 CANCELLATION

840-WI-8072.1.1, Severe Weather Notification

P.5 TOOLS, EQUIPMENT, AND MATERIALS

N/A

P.6 SAFETY PRECAUTIONS AND WARNINGS

See 2. Notification

P.7 TRAINING

N/A

P.8 RECORDS

N/A

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P.9 METRICS

N/A

P.10 DEFINITIONS

See 1. Weather Criteria and Definitions

INSTRUCTIONS

The Wallops Flight Facility operates and maintains a Weather Office, staffed by certified Meteorologists, to monitor local and national weather activity, brief and forecast local weather conditions, and support Wallops facility and range activities. If severe weather conditions should develop, the Weather Office provides advance notification to the appropriate personnel who shall take the actions required for protection of life, infrastructure, and equipment.

1. WEATHER CRITERIA AND DEFINITIONS

- a. Tornado/Severe Thunderstorm Watches/Warnings: Tornado and severe thunderstorm watches and warnings received from the National Weather Service will be relayed as received with a local analysis added.
- b. Lightning/Lightning Potential: Organizations will be notified of actual lightning within 15 nautical miles (NM) or lightning potential within 10NM.
- c. High Winds: Forecast or observed winds equal to, or exceeding 25 knots, will be passed to organizations.
- d. Hurricane/Tropical Storm/Severe Storm: Hurricane and topical storm bulletins received from the National Hurricane Center in Florida will be relayed as received. Advisories for non-tropical severe storms will be generated locally. Forecast briefings will be provided as requested.
- e. High Tides/Flooding/Beach Erosion: Based on forecast or observed data, advisories will be issued for tides more than 2 feet above normal, potential flooding, or beach erosion.
- f. Excessive Rain (3 inches or more within 3 hours): Although this is a very rare occurrence other than with hurricane or tropical storms, advisories will be issued if conditions exist.
- g. Snowfall Accumulation (2 inches or more): Winter storm watches and warnings received from the National Weather Service where snowfall accumulation is predicted will be relayed as received with a local analysis added.

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- h. Freezing Precipitation: Advisories will be issued whenever freezing precipitation is expected.
- i. Temperatures Below 10°F or Above 100°F: Forecasts/advisories for extreme temperature conditions will be passed to organizations.

2. NOTIFICATION

The Wallops Weather Office is responsible for monitoring the local weather conditions and providing weather forecasts. Due to staff limitations, this service is available during normal work hours, Monday through Friday. If hazardous or sensitive work, such as handling explosives, fueling aircraft, or working on towers, is scheduled outside of normal duty hours, support from the Weather Office is available, however, coordination of this support is required in advance.

If severe weather conditions 1.a, 1.b, or 1.c develop or the potential exists for severe weather, the Weather Office will provide initial notification, as defined in the attached flow diagram. Warning/notification will be passed along to the appropriate organizations, as defined in the flow diagram. Each organization is responsible for ensuring that the contact number identified in the flow diagram is current and that someone is available to answer the phone. If no one is available to answer the phone, then a forwarding phone number must be left to ensure that severe weather notices can be successfully delivered to all affected organizations. The Weather Office will provide notification in similar fashion once the severe weather condition has ended. Each organization, as defined in the notification flow diagram, will provide word to the appropriate organizations/personnel that the severe weather condition has passed.

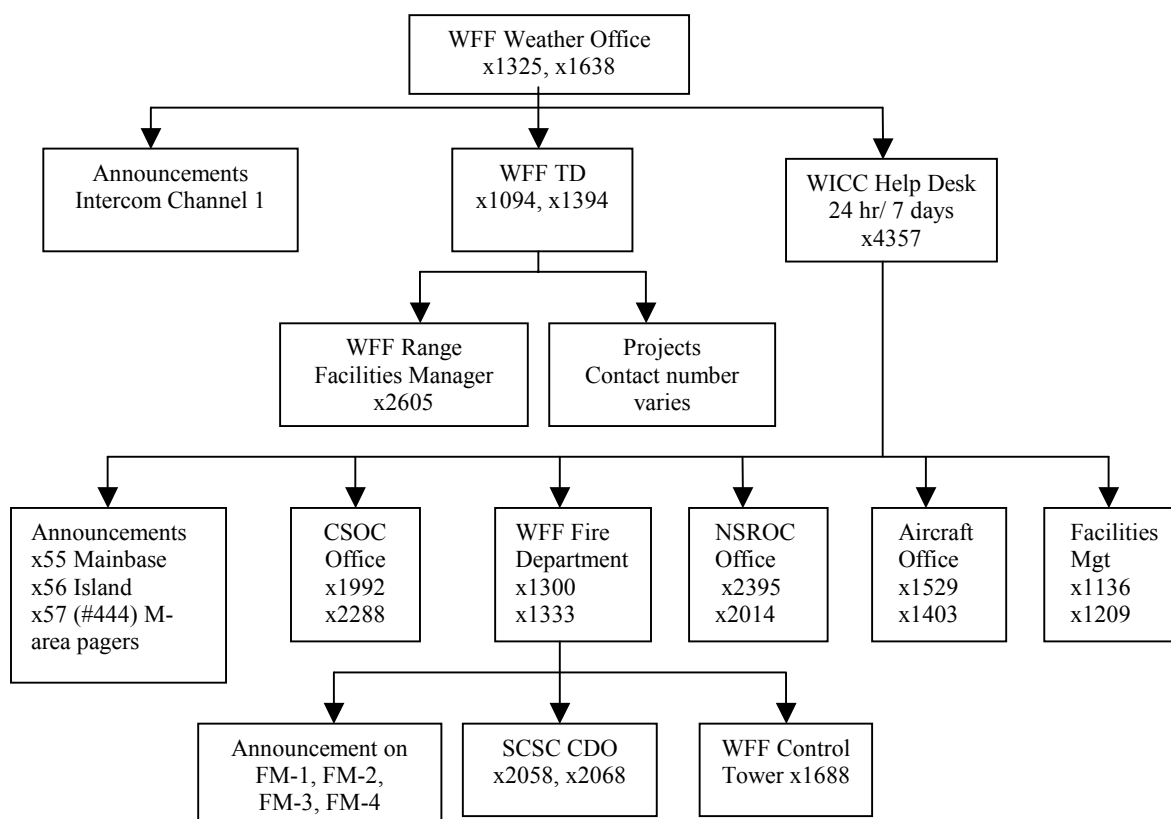
All affected organizations should evaluate their potential for exposure to hazardous weather events and develop individual response plans. As in any work environment, exercising good judgment and common sense and being constantly aware of what is occurring in the work area are critical to remaining safe. If the weather is changing and hazardous conditions are developing, then appropriate steps should be taken without prompting from the Weather Office.

Notification and information concerning the other severe weather conditions (items 1.d through 1.i) will be provided during the regular 8:15 a.m. weather briefing and any special weather briefings.

Additionally, the Weather Office will post a severe weather announcement/advisory on the scrolling announcement bar on Wallops television Channel 8.

Flow Diagram

NOTIFICATION TREE



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CHANGE HISTORY LOG

Revision	Effective Date	Description of Changes
Baseline	May 10, 2000	Initial Release
A	February 5, 2001	Clarification on severe weather notification
B	July 22, 2003	Updated notification tree

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